

## PERKINS GRANT YEAR

### for Secondary Career & Technical Education

PERKINS DIRECTORS	DISTRICT CTE PROGRAMS
* Perkins Directors need to lead these items	
<b>JULY</b>	
<b>July 1</b> – start of grant period	CTE Conference
<b>AUGUST</b>	
* Complete Performance Report and Financial Project Closeout Report	
<b>SEPTEMBER</b>	
<b>Sept. 10</b> – Perkins Performance Reports due to DCTE Grants Specialists for prior grant year	
<b>Sept. 10</b> – Final Project Closeout Report due in GMS for prior year grant	
<b>Sept. 15</b> – No new Perkins grant applications will be accepted after this date	
<b>Sept. 30</b> – Surplus lists submitted to DCTE Grants Specialist	
<b>OCTOBER</b>	
<b>Late October</b> – Graduation/Completion data from prior year available in Perkins Web Portal	<b>Late October</b> – Graduation/Completion data from prior year available in Perkins Web Portal
<b>Oct. 31</b> – 1 <sup>st</sup> Quarter reimbursement requests due to DOE Finance Office	
<b>NOVEMBER</b>	
None	
<b>DECEMBER</b>	
<b>Dec. 23</b> – Last day to submit budget requests up to the total allocated amount	
<b>JANUARY</b>	
<b>Jan. 5</b> – Perkins Improvement Plan notifications are sent out to LEAs and Consortium Directors	<b>3<sup>rd</sup> week</b> – District Program Applications open
<b>Jan. 31</b> – Waiver requests due for upcoming grant year to DCTE Division Director	Program Improvement Meetings
<b>Jan. 31</b> – 2 <sup>nd</sup> Quarter reimbursement requests due to DOE Finance Office	<b>Jan. 1 – 30:</b> CTE 101 Online
<b>Jan. 31</b> – Consortium structure changes due to DCTE Grants Specialist	

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<b>FEBRUARY</b>	
<b>Feb. 28</b> – Formal Perkins Improvement Plans due to DCTE Grants Specialist	
* Develop Local Perkins Plan and Uses of Funds with LEA staff/consortium members	
* Meet with LEA staff to discuss budgetary needs in upcoming grant year	

<b>MARCH</b>	
	<b>March 1</b> – District Program Applications due via Perkins Web Portal

<b>APRIL</b>	
<b>April 30</b> – 3 <sup>rd</sup> Qtr. reimbursement requests due to DOE Finance Office	<b>3<sup>rd</sup> Week</b> – Perkins Data Collection System opens to enter student data
<b>April 30</b> – Deadline for amendments to Perkins grants	<b>3<sup>rd</sup> &amp; 4<sup>th</sup> Weeks</b> – Perkins Data Collection Workshops
DCTE will send lists of approved programs and budget spreadsheets to Perkins Directors	
* Meet with LEA staff to prioritize budget plans and finalize strategies for Uses of Funds and Local Plan	

<b>MAY</b>	
* Compile information in GMS Perkins Grant Application	<b>May 31</b> – Perkins data is due in Perkins Data System

<b>JUNE</b>	
<b>June 15</b> – Perkins Grant Applications for upcoming grant year due in GMS	<b>June 15</b> – Perkins Data Validation Forms due to validate correct/complete Perkins data entry
<b>June 30</b> – End of the grant period	
LEA Perkins data is available in Perkins Web Portal (except Graduation/Completion data)	